

FISKE UNION FIRE DISTRICT**Oak Grove, Louisiana**

**General Purpose Financial Statements
With Accountant's Compilation Report
As of and for the Year Ended
December 31, 2004**

PREPARED BY:

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Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 6-29-05

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ACCOUNTANT'S COMPILATION REPORT

Board of Directors
Fiske Union Fire District
Oak Grove, Louisiana
Marshall Ruffin, President

I have compiled the accompanying general purpose financial statements as listed in the foregoing Table of Contents of the Fiske Union Fire District, a component unit of the West Carroll Parish Police Jury, as of and for the year ended December 31, 2004, in accordance with "Statements on Standards for Accounting and Review Services" issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of management. I have not audited or reviewed the accompanying general purpose financial statements or supplementary schedules and, accordingly, do not express an opinion or any other form of assurance on them.



JIMMIE SELF, CPA
Monroe, Louisiana
June 17, 2005

GENERAL PURPOSE FINANCIAL STATEMENTS

**FISKE UNION FIRE DISTRICT
Oak Grove, LA**

STATEMENT A

**ALL FUND TYPES AND ACCOUNT GROUPS
COMBINED BALANCE SHEET**

DECEMBER 31, 2004

	<u>Governmental Fund Type</u>	<u>Account Group</u>	<u>Totals Memo Only</u>
	General Fund	General Fixed Assets	
<u>ASSETS AND OTHER DEBITS</u>			
Cash in Bank	\$ 12,908	-	\$ 12,908
Investments	17,298	-	17,298
Fixed Assets	-	301,243	301,243
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 30,206</u>	<u>\$ 301,243</u>	<u>\$ 331,449</u>
<u>LIABILITIES AND FUND EQUITY:</u>			
LIABILITIES			
	-	-	-
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>
FUND EQUITY			
Investments in General Fixed Assets	-	\$ 301,243	\$ 301,243
FUND BALANCE			
Undesignated	\$ 30,206	-	30,206
TOTAL FUND BALANCE	<u>30,206</u>	<u>301,243</u>	<u>331,449</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 30,206</u>	<u>\$ 301,243</u>	<u>\$ 331,449</u>

SEE ACCOMPANYING NOTES AND ACCOUNTANT'S COMPILATION REPORT

FISKE UNION FIRE DISTRICT
Oak Grove, LA

STATEMENT B

GOVERNMENTAL FUND TYPE - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE

FOR THE YEAR ENDED DECEMBER 31, 2004

REVENUES

West Carroll Parish Police Jury	\$ 46,568
Grant	9,298
2% Insurance Rebate	4,540
Interest	231
Miscellaneous	3,878
Total Revenues	<u>\$ 64,515</u>

EXPENDITURES

Current - Public Safety:	
Operating services	36,501
Material and Supplies	3,136
Maintenance of Building	4,958
Utilities	4,150
Capital Outlay	13,279
Total Expenditures	<u>62,024</u>

EXCESS OF EXPENDITURES OVER REVENUES	2,491
FUND BALANCE AT BEGINNING OF YEAR	<u>27,715</u>
FUND BALANCE AT END OF YEAR	<u><u>\$ 30,206</u></u>

SEE ACCOMPANYING NOTES AND ACCOUNTANT'S COMPILATION REPORT.

**FISKE UNION FIRE DISTRICT
OAK GROVE, LA**

STATEMENT C

**GOVERNMENTAL FUND TYPE - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
BUDGET (GAAP BASIS) AND ACTUAL**

FOR THE YEAR ENDED DECEMBER 31, 2004

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUES			
West Carroll Police Jury	\$ 46,500	\$ 46,568	\$ 68
Grant	9,250	9,298	48
2% Insurance Rebate	4,500	4,540	40
Interest	250	231	(19)
Miscellaneous	4,000	3,878	(122)
Total Revenues	<u>\$ 64,500</u>	<u>\$ 64,515</u>	<u>\$ 15</u>
EXPENDITURES			
Current - Public Safety			
Operating Services	\$ 35,300	\$ 36,501	\$ (1,201)
Material and Supplies	3,000	3,136	(136)
Maintenance of Building	5,000	4,958	42
Utilities	4,000	4,150	(150)
Capital Outlay	13,000	13,279	(279)
Total Expenditures	<u>\$ 60,300</u>	<u>\$ 62,024</u>	<u>\$ (1,724)</u>
EXCESS OF REVENUES OVER EXPENDITURES	4,200	2,491	\$ (1,709)
FUND BALANCE AT BEGINNING OF YEAR	<u>27,715</u>	<u>27,715</u>	<u>-</u>
FUND BALANCE AT END OF YEAR	<u>\$ 31,915</u>	<u>\$ 30,206</u>	<u>\$ (1,709)</u>

SEE ACCOMPANYING NOTES AND ACCOUNTANT'S COMPILATION REPORT.

**NOTES
TO THE
FINANCIAL STATEMENTS**

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

This legal entity was established to provide fire protection for the political subdivisions of District B and E in the parish of West Carroll, Louisiana. This entity operates independent of any other parish governing body, but functions under the guidelines set forth by the West Carroll Parish Police Jury. The District functions under the direction of a board of directors. All members of the board serve with no compensation.

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. BASIS OF PRESENTATION

The accompanying general-purpose financial statements of the Fiske Union Fire District have been prepared in conformity with the generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principals.

B. REPORTING ENTITY

As the governing authority of the parish for reporting purposes, the West Carroll Police Jury is the financial entity for West Carroll Parish. The financial entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the West Carroll Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. The criteria includes:

- i. Appointing a voting majority of an organization's governing body, and
 1. The ability of the police jury to impose its will on that organization and/or
 2. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
- ii. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
- iii. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature of significance of the relationship.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

Because the Fiske Union Fire District is fiscally dependent on the police jury, the district was determined to be a component unit of the West Carroll Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district and do not present information on the police jury, the general government services provided by that governmental unit, or other governmental units that comprise the financial reporting entity.

C. FUND ACCOUNTING

The district uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (general fixed asset and long-term obligations) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with measurement of financial position, not with the measurements of results of operations.

The only fund for the district is the governmental fund. Governmental funds account for the district's general activities, including collection and disbursement of specific or legally restricted monies. The acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the district include:

1. General Fund – The general operating fund of the district and accounts for all financial activities, except for those required to be accounted for in other funds.

D. BASIS OF ACCOUNTING

The accounting of financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and liabilities are generally included on the balance sheet. Operating statements for these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used for reporting all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The district uses the following practices in recognizing and reporting revenues and expenditures:

Revenues:

All revenues are recorded when the district is entitled to the funds.

Expenditures:

Expenditures are generally recognized under the modified accrual basis of accounting, when the liability is incurred.

E. BUDGET PRACTICES

The proposed budget, prepared on the GAAP basis of accounting, was prepared and adopted by the board of commissioners in December, 2003. The budget is established and controlled by the board of commissioners at the object level of expenditure. Encumbrance accounting is not utilized in the district's records. Appropriations lapse at year-end and must be re-appropriated for the following year to be expended. All changes in the budget must be approved by the board of commissioners.

Formal budgetary integration is not employed as a management control device during the year. Budgeted amounts included in the accompanying financial statements included the original adopted budget. A review of the amounts budgeted for the year of 2004 was well within the 5% variance as required.

E. CASH

Under state law, the district may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any state in the union, or the laws of the United States. The district may invest in certificates and time deposits of state banks under Louisiana law and national banks having principal offices in Louisiana.

The deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

G INVESTMENTS

Investments are limited by the Louisiana Revised Statute R. S. 33:2955 and the political subdivision's investment policy. If original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. All investments are bank certificates of deposit and are stated at cost.

H. RISK MANAGEMENT

The fire district is exposed to various risk of loss related to torts: theft of, damage to, and destruction of assets; and injuries to employees. To handle such risk of loss, the district maintains coverage on the fire district with Bernard Insurance Agency, Shreveport, LA. The policy covers general liability, property, employee liability, workers compensation, and public officials' liability. No claims were paid on any of the policies during the past three years that exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended 12/31/2004.

I. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost. The cost of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their lives are not capitalized.

J. COMPENSATED ABSENCES

The district has no paid employees therefore there is no policy relating to vacation and sick leave.

K. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriate for expenditures or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

L. SALES TAXES

In 1997 the West Carroll Parish Police Jury passed a ½% sales tax for fire protection in West Carroll Parish. This tax is divided among the fire protection districts for this purpose. This was a 10-year tax.

M. TOTAL COLUMNS ON STATEMENTS

The total columns on the statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not represent the financial position or result of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a compilation.

N USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principals generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

NOTE 2. CASH AND CASH EQUIVALENTS

The Fiske Union Fire District maintains its checking accounts in the Regions Bank in Oak Grove, Louisiana. The district had a balance in its accounts on December 31, 2004 of \$12,908. The accounts are insured by the FDIC in the amount of \$100,000.

NOTE 3. INVESTMENTS

The Fiske Union Fire District has two certificates of deposit in Regions Bank which are stated at cost on the enclosed statements. The certificates of deposit had a total balance of \$17,298 on December 31, 2004. All accounts are insured by the FDIC in the amount of \$100,000.

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

Notes to the Financial Statements
For the Year ended December 31, 2004

NOTE 4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance December 31, 2003	Additions	Deletions	Balance December 31, 2004
Fixed Assets	287,964	13,279	0	301,243
Total	287,964	13,279	0	301,243

NOTE 5. RELATED PARTY TRANSACTIONS

There are no related party transactions to disclose as required by FASB 57.

NOTE 6. LITIGATION AND CLAIMS

The Fiske Union Fire District is not a defendant in any litigation seeking damages.

NOTE 7. SUBSEQUENT EVENTS

There were no events that occurred after year end and the issuing of this report that would materially affect the financial statements as issued.

**SUPPLEMENTAL
INFORMATION SCHEDULES**

FISKE UNION FIRE DISTRICT
Oak Grove, Louisiana

SUPPLEMENTAL INFORMATION SCHEDULE
For the year ended December 31, 2004

COMPENSATION PAID COMMISSIONERS

The names and addresses of the commissioners who serve on the board of the Fiske Union Fire District are listed below. They all serve without any financial compensation. They are as follows:

Marshall Ruffin – President
11140 Highway 585
Oak Grove, LA 71263
318/428-3002

Wilhelmina Smith – Secretary
11841 Highway 585
Oak Grove, LA 71563
318/428-4101

Jimmy Carroll – Fire Chief
143 Myers Road
Oak Grove, LA 71263
318/428-5803

Betty Wink
970 Wink Road
Oak Grove, LA 71263
318/428-4131

Tommy Roberson
180 Highway 879
Oak Grove, LA 71263
318/428-8376

Mike Kovac
1696 Bar-K Road
Oak Grove, LA 71263
318/428-4992

LOUISIANA ATTESTATION QUESTIONNAIRE

The accompanying *Louisiana Attestation Questionnaire* has been completed by management and is included in this report as required by the questionnaire.

FISKE UNION FIRE DISTRICT
229 HIGHWAY 879
OAK GROVE, LA 71263

March 18, 2005

Jimmie Self, CPA, APAC
2908 Cameron Street
Monroe, LA 71201

Dear Ms. Self,

In connection with your review of our financial statements as of **DECEMBER 31, 2004** and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of **DECEMBER 31, 2004**.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes No

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes No

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

Secretary _____ Date

Treasurer _____ Date

Marshall Huff _____
President 3/18/05 Date